



## COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS  
372 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012  
(213) 974-1465 or (213) 974-1431  
Website: <http://sbc.lacounty.gov>

FOUNDER  
Mrs. Sybil Brand

CHAIRPERSON  
Mrs. Eleanor R. Montaña

VICE CHAIRPERSON  
Mr. Frank S. Bacio

Ms. Barbara Bigby  
Ms. Rita Hall  
Mr. John A. Hammargren  
Mrs. Anne S. Hill  
Mr. Carl E. Moore

### **MINUTES OF THE** **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **MEETING OF MARCH 24, 2010**

#### **CALL TO ORDER**

Chairperson Montaña called the meeting to order at 10:02 a.m.

#### **OPENING CEREMONIES**

Chairperson Montaña led in the Pledge of Allegiance followed by a moment of silence.

#### **ATTENDANCE**

##### Present

Chairperson Eleanor R. Montaña  
Vice Chairperson Frank Bacio  
Barbara Bigby  
Rita Hall  
Anne S. Hill  
Carl E. Moore

##### Excused Absent

John Hammargren

##### Staff

Sandra Barbee, Division Chief, Commission Services  
Lee Millen  
Nyla Jefferson

#### **APPROVAL OF MARCH 17, 2010 MEETING MINUTES**

On motion of Vice Chairperson Bacio, seconded by Commissioner Bigby, and unanimously carried, the minutes of the meeting of March 17, 2010 were approved.

### **CHAIR'S REPORT**

Chairperson Montaña shared the following Los Angeles Times newspaper articles:

- *L.A. County OKs Foster Care Investigative Unit (3/24/10)*
- *Father Says He Warned of Abuse (3/24/10)*
- *The Deadly Foster Care Tangle (3/24/10)*
- *County Orders Broad Review of Probation Department (3/24/10)*

She followed by reading the Board of Supervisors' agenda items of March 2<sup>nd</sup> and March 23, 2010 prompting an investigation into the allegations of deaths and misconduct.

### **TREASURER'S REPORT**

Vice Chairperson Bacio reported that with a deposit of \$45.00 the current bank statement balance of the Commission's Charitable Fund is \$1,763.93.

### **DISCUSSION AND CONSIDERATION OF A REVISED 2010 SCHOLARSHIP APPLICATION/PROGRAM**

On motion of Commissioner Hill, seconded by Chairperson Montaña and unanimously carried, the 2010 Scholarship Application was approved. Copies were distributed to Commissioners.

### **DISCUSSION AND CONSIDERATION OF A REVISED SBC'S INSPECTION REPORT FORM(S)**

Following discussion, Commissioner Moore suggested combining the Community Care Licensing Group Home Inspection Report regulations and the Commission's Group Home Inspection Report. Staff is to provide an updated copy at the next meeting.

### **COMMISSIONERS' REPORTS ON GROUP HOMES AND/OR DETENTION FACILITIES INSPECTIONS FROM MARCH 18, 2010 TO MARCH 23, 2010**

**Trinity Children Family Service (Trinity El Monte) – 44, #2 – Chairperson Montaña and Vice Chairperson Bacio** The facility was visited on March 18, 2010, and was found to be in satisfactory condition.

**Children's Homes of Southern California (Runnymede Group Home) – 9 #2 - Commissioners Bigby and Hill** The facility was visited on March 18, 2010, however, there was no one home.

**Pasadena Branch Courthouse - Commissioners Bigby and Hill** The facility was visited on March 19, 2010, and was found to be in satisfactory condition. **Area of Concern:** The facility needs painting which was requested in September 2009.

**Redondo Beach Branch Courthouse - Chairperson Montaña** The facility was visited on March 22, 2010, and was found to be in satisfactory condition. The facility had become a Civil Courthouse and since the inspection the facility has been closed.

**Children's Homes of Southern California (Runnymede Group Home) –9, #2 - Commissioners Bigby and Hill** The facility was visited on March 23, 2010, and was found to be in satisfactory condition. **Areas of Concern:** New carpet is needed in Bedroom #1 and cleaned in the other bedrooms. Need bath towels, computers, and mattresses in bedrooms #1 and #2.

**You are a Difference Foundation (Loving Life Home #1) – 47, #3 - Commissioners Hall and Moore** The facility was visited on March 23, 2010 and was found to be in satisfactory condition. **Area of Concern:** Water was turned off due to maintenance person working on bathroom.

**Moore's Cottage – 30, #2 - Chairperson Montaña and Vice Chairperson Bacio** The facility was visited on March 23, 2010, however, there was no one home.

**CORRESPONDENCE/AUDIT REPORTS** - There were none to review.

#### **NEW BUSINESS/ANNOUNCEMENT**

Sandra Barbee, Division Chief, Commission Services, reported that the Executive Office, Board of Supervisors established a Job Overview Program to cross train employees in other Divisions. The program will be initiated in Commission Services on May 2010. A selected Mentee will attend a Sybil Brand Commission meeting, help with the meeting set-up, take minutes, etc., as a means to obtain additional work experiences. The Commission welcomed Mentees to attend the Commission meeting.

Ms. Barbee also reported that in accordance with the goal of the Executive Office to provide premier customer service, Agendas and Minutes will begin to conform to the Board of Supervisors' Agenda/Minutes protocol. Minutes will consist of action items, hyper link attachments and possibly include a digital recording; format uniformity will also assist in cross training. Information stored in a database will include the consent calendar and presentations for easy retrieval. The Sybil Brand Commission is being considered for the pilot project, and Commissioners were asked to be mindful of descriptions and details in that this data would become a matter of public record.

Commissioner Moore advised that he may not be able to attend next week's meeting.

**PUBLIC COMMENT** - There was none.

**ADJOURNMENT** - The meeting was adjourned at 11:37 a.m.